

27 JULY

ROUTING AND TRANSMITTAL SLIP			Date
			8 August 1988
TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1.	<input type="text"/> OCA		
2.			
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5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		

REMARKS

The DDA received this letter from Senator Orrin G. Hatch regarding ServiceMaster, a housekeeping and industrial management service. A previous letter to us from ServiceMaster was responded to by Procurement Management Staff/OL (copy attached). Apparently ServiceMaster sent a copy of our response to Senator Hatch just to give us a little push. I am forwarding the Senator's letter to you for response.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

5041-102  
★ U.S. Government Printing Office: 1987-181-246/60000  
OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

9/14 — Orrin Hatch not expecting response in writing.  (OCA)  
Spoke with  about letter  
He advised no response to Hatch necessary. Sharon requested that completed forms

45-1

1065-20

4 AUG 1988

FVI

The attached is a letter to you from Senator Orrin Hatch regarding Servicemaster Co. -- a housekeeping and maintenance firm. We rec'd a letter from them in June which was responded to by OI/Procurement Mgmt Staff (usual practice).

I suspect that Servicemaster is soliciting the help of Orrin Hatch on their behalf to get us to use their services.

I am going to send this to OCAI [redacted] for response but wanted you to be aware.

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8/3

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CHIC HECHT, NEVADA  
JOHN WARNER, VIRGINIA

## United States Senate

SELECT COMMITTEE ON INTELLIGENCE  
WASHINGTON, DC 20510-8475

DD/A Registry  
88-1602

ROBERT C. BYRD, WEST VIRGINIA, EX OFFICIO  
ROBERT DOLE, KANSAS, EX OFFICIO  
SVEN E. HOLMES, STAFF DIRECTOR/GENERAL COUNSEL  
JAMES H. DYKSTRA, MINORITY STAFF DIRECTOR  
KATHLEEN P. MCGHEE, CHIEF CLERK

July 27, 1988

Mr. Ray Huffstutler  
Deputy Director for Administration  
Central Intelligence Agency  
Washington, D.C. 20505

Dear Mr. Huffstutler:

I am writing to bring to your attention a matter which may present an opportunity to achieve substantial cost savings for the Central Intelligence Agency.

Recently, I have been made aware of the housekeeping and industrial management services of the ServiceMaster Company. These services have been extensively utilized among Fortune 500 companies over the past several years to achieve dramatic cost savings in the area of housekeeping and maintenance. This kind of service provides an attractive alternative to contracting out in many cases since existing employees are retained and only a small managerial team is on site to provide management and training. Security concerns, therefore, are also minimized.

The Department of Defense has demonstrated a keen interest in the ServiceMaster concept over the past several months, and the Department of the Army has now agreed to initiate a pilot program to test the concept. The Departments of the Navy and Air Force are also giving active consideration to a pilot program.

The ServiceMaster Company recently sent a letter to you regarding this matter but, unfortunately, received a form letter reply (see attached).

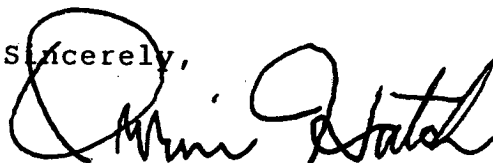
In my view, this matter holds sufficient promise for achieving substantial cost savings that it would be appropriate for you to meet with a ServiceMaster representative to ascertain whether the ServiceMaster concept could be applied to the requirements of the Central Intelligence Agency.

Log 5-20-AR

Mr. Ray ~~W~~stutler  
July 27, ~~19~~8  
Page Two

I w~~o~~ be interested in hearing your reaction to the  
ServiceM~~er~~ concept should you be able to arrange such a  
meeting.

Sincerely,

A handwritten signature in dark ink, appearing to read "Orrin G. Hatch", written over the typed name.

Orrin G. Hatch  
United States Senator

Attachment



Washington D.C. 20505

14 JUL 1968

ServiceMaster Industrial Management Services  
983 Old Eagle School Road  
Wayne, Pennsylvania 19087

Attention: Mr. Roger D. Thorne  
Division Manager - East Coast

Dear Mr. Thorne:

Your letter to the Deputy Director for Administration of the Central Intelligence Agency has been forwarded to this office for action. In order that we can inform the components within this Agency of the capabilities which you offer, it would be appreciated if you would complete and return the enclosed Solicitation Mailing List Application and Certificate Pertaining to Foreign Interests (TO BE COMPLETED BY THE PARENT COMPANY), along with any descriptive literature on your product and/or services to the address below:

Procurement Management Staff  
Office of Logistics  
Central Intelligence Agency  
Washington, D.C. 20505

Upon receipt of the completed forms, your company's name will automatically be placed on our Bidders Mailing List and your material routed internally. The interested component will contact you when there is a need or a requirement.

Thank you for offering your services to the Central Intelligence Agency.

Sincerely,



Procurement Management Staff  
Office of Logistics

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Enclosures